

# Texas Education Agency Standard Application System (SAS)

## 2018–2019 Technology Lending

<b>Program authority:</b>	General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85 <sup>th</sup> Texas Legislature; Texas Education Code Section 32.301	<b>FOR TEA USE ONLY</b> Write NOGA ID here:
<b>Grant Period:</b>	May 1, 2018, to August 31, 2019	
<b>Application deadline:</b>	5:00 p.m. Central Time, February 6, 2018	Place date stamp here.
<b>Submittal information:</b>	Applicants must submit one original copy of the application with an original signature, and two copies of the application, printed on one side only and signed by a person authorized to bind the applicant to a contractual agreement, must be received no later than the aforementioned date and time at this address: <div style="text-align: center;">           Document Control Center, Grants Administration Division            Texas Education Agency, 1701 North Congress Ave.            Austin, TX 78701-1494         </div>	
<b>Contact information:</b>	Kathy Ferguson: techlending@tea.texas.gov; (512) 463-9087	

### Schedule #1—General Information

<b>Part 1: Applicant Information</b>				
Organization name	County-District #		Amendment #	
YES Prep Public Schools, Inc.	101-845			
Vendor ID #	ESC Region #			
1760563835	04			
Mailing address	City	State	ZIP Code	
5515 South Loop East, Suite B	Houston	TX	77033-1603	
<b>Primary Contact</b>				
First name	M.I.	Last name	Title	
Stephanie	S	Jones	Managing Director	
Telephone #	Email address		FAX #	
713.967.9037	Stephanie.jones@yesprep.org		713.589.2502	
<b>Secondary Contact</b>				
First name	M.I.	Last name	Title	
Christopher		Darville	Director	
Telephone #	Email address		FAX #	
713.967.9009	christopher.darville@yesprep.org		713.589.2502	
<b>Part 2: Certification and Incorporation</b>				

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

#### Authorized Official:

First name	M.I.	Last name	Title
Mark		DiBella	CEO
Telephone #		Email address	FAX #
713.967.8840		mark.dibella@yesprep.org	713.589.2502

Signature (blue ink preferred)

Date signed

February 5, 2018

*Only the legally responsible party may sign this application.*

**Schedule #1—General Information**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Part 3: Schedules Required for New or Amended Applications**

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input checked="" type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	See Important Note For Competitive Grants*	<input type="checkbox"/>
9	Supplies and Materials (6300)		<input type="checkbox"/>
10	Other Operating Costs (6400)		<input type="checkbox"/>
11	Capital Outlay (6600)		<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**\*IMPORTANT NOTE FOR COMPETITIVE GRANTS:** Schedules #8, #9, #10 and #11 are required schedules if any dollar amount is entered for the corresponding class/object code on Schedule #6—Program Budget Summary. For example, if any dollar amount is budgeted for class/object code 6200 on Schedule #6—Program Budget Summary, then Schedule #8—Professional and Contracted Services (6200) is required. If it is either blank or missing from the application, **the application will be disqualified.**

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**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Part 1: Required Attachments**

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		
#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
1	LEA Technology Plan Template	If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template.

**Part 2: Acceptance and Compliance**

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

**Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.**

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>General and Fiscal Guidelines</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>program guidelines for this grant</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all <u>General Provisions and Assurances</u> requirements.
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <u>Debarment and Suspension Certification</u> requirements.

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**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Part 3: Program-Specific Provisions and Assurances**☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home
5.	The applicant understands that equipment purchased with Technology Lending Grant funds is the property of the LEA.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has a 2016–2017 LEA technology plan on file with TEA, or that it will show evidence of a current local technology plan on participating campuses by completing the Required Program-Related Attachment outlined on page 18 of the Program Guidelines.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan.
12.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data

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### Schedule #5—Program Executive Summary

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

List the campuses that will be served with these funds. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

YES Prep Southside (Southside) will be served with grant funds and is both a Year 2 Improvement Required (IR) (state-level designation) and Year 1 Priority School (federal-level designation).

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary.

YES Prep Public Schools, Inc. (YES Prep) is honored to apply for our first-ever Technology Lending grant for Southside to support "Access for Students" at our highest need school in 2018-2019. Southside is both a Year 2 IR school and Year 1 Priority School, serves a 96% economically disadvantaged student population, and, therefore, is a district-wide focus. Our district is fully committed to improving Southside through a variety of inter-related and innovative initiatives and programs. **This grant will allow YES Prep to launch a 1-to-1 laptop program at Southside during the 2018-2019 school year, serving hundreds of students and significantly improving Southside's academic performance.** Our long-term program strategy is to start with the grant-funded 9<sup>th</sup> grade cohort and expand annually through 12<sup>th</sup> grade. Approximately 213 students will participate in this program during the grant year at a per-student cost of \$550 or \$117,150 total. Grant funds will be used to purchase 181 Dell laptops, while YES Prep will use matching funds to purchase the remaining 32 laptops and pay for three-year incidental coverage for all 213 laptops through our district-wide insurance plan. Our Information Technology & Services team will repair or replace broken devices onsite within one business day for three years. The three-year window aligns with YES Prep's current and proven computer life cycle strategy.

Southside opened its doors in Fall 2015 with a 6<sup>th</sup> grade class of 300 students. Today, Southside is proud to serve 617 students in 6<sup>th</sup>-8<sup>th</sup> grade and will continue adding one grade level per year through 12<sup>th</sup> grade. Enrollment will increase to approximately 767 students in 2018-2019 with the addition of 9<sup>th</sup> grade. The Southside campus exists to eliminate educational inequity and partners closely with the community, which includes the Sunnyside, Third Ward, South Park, and OST/South Union neighborhoods. All of these are underserved and underprivileged neighborhoods. **Southside develops Giants (school mascot) who are ready to excel in and graduate from a four-year college.** In other words, we believe all students, given adequate resources and support, have the capability to succeed, and with that conviction, we provide a college-preparatory education to ALL students. Moreover, Southside empowers Giants to demonstrate resilience and integrity, advocate for themselves and their community, and always strive for excellence.

Southside has encountered a number of challenges. In addition to the academic challenges that resulted in IR and Priority School statuses, 45% of teachers were novice and struggled to meet the needs of the student body. This school year, 2017-2018, Southside is being led by its third School Director (i.e., principal) and has replaced several administrative and instructional staff. In addition, the student body is comprised of 97% African American and Hispanic students, 68% at-risk students, 13% English Language Learners (ELL), and 10% special education (SpEd) students. The average incoming student is one-to-three years below grade level and the majority of students deal with myriad problems at home. YES Prep is confident, however, that we can turnaround Southside with the aid of grants like the Technology Lending grant.

As outlined in the Campus Turnaround Plan, which has been reviewed and evaluated by staff (both administrative and instructional), Board members, community members, and parents, Southside's strategy is to develop and implement a comprehensive system designed to meet the unique academic and social-emotional needs of the Southside student community. The focus of this system is to use ongoing student performance data and teacher observation data to enhance the quality of daily instruction and to ensure all students have exceptional daily instruction delivered by a quality classroom instructor. To address the social-emotional needs of students, data from student needs assessments and input from all campus stakeholders, i.e., parents, teachers, and students, will be collected, analyzed, and acted upon year-round. The expected outcomes of this strategy are:

1. The development of teacher collection and responsiveness to real-time data (aggressive monitoring) that will result in early student interventions and greater academic student outcomes.
2. The implementation of bi-weekly data meetings that will enhance teacher knowledge of conceptual misunderstandings and provide clear next steps to reteach unmastered material.

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**Schedule #5—Program Executive Summary (cont.)**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

3. The partnership with ProUnitas that will provide small group and individual interventions to support the social-emotional needs of students. This partnership will allow students to focus on their academics because their other needs are also being met through wrap-around services.
4. The enhancement of the knowledge and skills of the School Director and members of the Instructional Leadership team through the Relay: Get Better Faster training, which will ensure aligned coaching and support are provided to all teachers.
5. The implementation of key look-fors (aligned, objective-driven, rigorous lesson plans; strong teacher presence; clear delivery; etc.) that will enhance the quality of daily instruction in order to increase student performance in all content areas and grade levels.

Our proposed 1-to-1 laptop program will support the execution of this turnaround strategy and improve student achievement by infusing technology into the teaching and learning environment. In a 2010 study, researchers Jacob L. Vigdor and Helen F. Ladd noted that structured access to a reliable home computer and broadband internet can have a positive impact on student standardized test performance and grades. One of the most recognized 1-to-1 laptop programs in the country is the Mooresville Graded School District (MGSD) program that started in 2007 and provides 6,100 students with a personal learning device. According to Scott Smith, Ph.D., the Assistant Superintendent for Elementary Instruction and Technology at MGSD, the district has experienced an increase in student engagement (increased attendance), academic achievement (improvement in students' grades), increased parental involvement (through learning management system (LMS) communication), and teacher retention. Also, the district has benefited from the transition to digital books (Dr. Scott Smith, personal communication, January 31, 2017). Other academic research supports the efficacy of 1-to-1 laptop programs. Students enrolled in 1-to-1 laptop programs out-performed non-1-to-1-enrolled students in test scores and grades in writing, English, mathematics, and overall GPA (Holcomb, 2009). According to Lori B. Holcomb, teachers who taught in 1-to-1 environments also experience an increase in technology skills.

Most notably, YES Prep has direct experience operating a 1-to-1 laptop program. In Fall 2016, our YES Prep Eisenhower (Eisenhower) campus opened with a 1-to-1 laptop program as part of its efforts to discover high-impact instructional technology practices. Data from this program has fully supported expected beneficial results. Eisenhower STAAR scores, attendance averages, and grades were among the highest in the district. Furthermore, teacher and student satisfaction surveys reflected a positive experience with the 1-to-1 programming.

With the launch of a 1-to-1 laptop program at Southside, expected outcomes are (1) increased student engagement, (2) increased student achievement, (3) development of students' critical thinking skills, and (4) teacher satisfaction. The 1-to-1 laptop program success metrics include:

1. Student attendance to measure student engagement,
2. Student performance on STAAR to measure student achievement,
3. Student grades (particularly in mathematics and English) to measure student achievement,
4. Parent LMS usage to measure student engagement,
5. Student satisfaction surveys to measure student engagement, and
6. Teacher satisfaction surveys to measure teacher satisfaction.

Moreover, to further support the 1-to-1 laptop program development at Southside, our district will give students mobile hotspots so they may access data while away from YES Prep sites. These hotspots were awarded to YES Prep through the Sprint 1Million grant and come pre-installed with CIPA-required web filtering. YES Prep also plans to expand our instructional technology team. By August 2019, we expect to hire the following positions: Director of Instructional Technology, CTE Manager, Technology Integration Designer – STEAMM, Technology Integration Designer – Humanities/Electives, and 10 Instructional Technology Coaches.

A Technology Lending grant will enable YES Prep to educate the whole student, teaching more than just the textbook. Whether inside or outside the classroom, we will be able to empower every student to be great and give 100% every day.

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**Schedule #6—Program Budget Summary**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

Program authority: General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85<sup>th</sup> Texas Legislature; Texas Education Code Section, 32.301

Grant period: May 1, 2018, to August 31, 2019

Fund code: 410

**Budget Summary**

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	\$	\$	\$
Schedule #9	Supplies and Materials (6300)	6300	\$	\$	\$
Schedule #10	Other Operating Costs (6400)	6400	\$	\$	\$
Schedule #11	Capital Outlay (6600)	6600	\$99,550.00	\$	\$99,550.00
Total direct costs:			\$99,550.00	\$	\$99,550.00
Percentage% indirect costs (see note):			N/A	\$450.00	\$450.00
Grand total of budgeted costs (add all entries in each column):			<b>\$99,550.00</b>	<b>\$450.00</b>	<b>\$100,000.00</b>

**Administrative Cost Calculation**

Enter the total grant amount requested:	\$100,000.00
Percentage limit on administrative costs established for the program (15%):	× .15
Multiply and round down to the nearest whole dollar. Enter the result.	
This is the maximum amount allowable for administrative costs, including indirect costs:	\$15,000.00

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

If selected for a competitive grant, your award amount will be the lesser of the grand total of budgeted costs as stated on this schedule (the box with the bold outline), or the sum of all line items listed on this schedule, or the maximum allowable award amount. TEA is not responsible for math errors.

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Schedule #8—Professional and Contracted Services (6200)		
County-district number or vendor ID: 101-845		Amendment # (for amendments only):
<b>NOTE:</b> Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.		
Professional and Contracted Services		
#	Description of Service and Purpose	Grant Amount Budgeted
1		\$
2		\$
3		\$
4		\$
5		\$
6		\$
7		\$
8		\$
9		\$
10		\$
11		\$
12		\$
13		\$
14		\$
a. Subtotal of professional and contracted services:		\$
b. Remaining 6200—Professional and contracted services that do not require specific approval:		\$
(Sum of lines a and b) Grand total		\$

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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<b>Schedule #9—Supplies and Materials (6300)</b>		
County-District Number or Vendor ID: 101-845		Amendment number (for amendments only):
<b>Supplies and Materials Requiring Specific Approval</b>		
		<b>Grant Amount Budgeted</b>
6300	Total supplies and materials that do not require specific approval:	\$
<b>Grand total:</b>		<b>\$</b>

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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Schedule #10—Other Operating Costs (6400)		
County-District Number or Vendor ID: 101-845		Amendment number (for amendments only):
Expense Item Description		Grant Amount Budgeted
6400	Operating costs that do not require specific approval:	\$
Grand total:		\$

In-state travel for employees does not require specific approval.

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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**Schedule #11—Capital Outlay (6600)**

County-District Number or Vendor ID: 101-845

Amendment number (for amendments only):

#	Description and Purpose	Quantity	Unit Cost	Grant Amount Budgeted
<b>66XX—Computing Devices, capitalized</b>				
1	Dell laptops for 1-to-1 laptop program that will serve approximately 213 students. The remaining 32 laptops will be purchased using matching funds.	181	\$550.00	\$99,550.00
2			\$	\$
3			\$	\$
4			\$	\$
5			\$	\$
6			\$	\$
7			\$	\$
8			\$	\$
9			\$	\$
10			\$	\$
<b>66XX—Software, capitalized</b>				
11			\$	\$
12			\$	\$
13			\$	\$
14			\$	\$
15			\$	\$
16			\$	\$
17			\$	\$
<b>66XX—Equipment, furniture, or vehicles</b>				
18			\$	\$
19			\$	\$
20			\$	\$
21			\$	\$
22			\$	\$
23			\$	\$
24			\$	\$
25			\$	\$
26			\$	\$
27			\$	\$
<b>Grand total:</b>				<b>\$99,550.00</b>

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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### Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Part 1: Student Demographics of Population To Be Served With Grant Funds.** Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comment section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program. Response is limited to space provided. Use Arial font, no smaller than 10 point.

Student Category	Student Number	Student Percentage	Comment
Economically disadvantaged	213	100%	
Limited English proficient (LEP)	21	10%	
Disciplinary placements	48	23%	The number and percentage include in-school suspensions (42), out-of-school suspensions (6), and expulsions (0).
Attendance rate	NA	95%	
Annual dropout rate (Gr 9-12)	NA	%	DNA. Southside serves only Grades 6-8 in 2017-2018; however, the school will add Grade 9 in 2018-2019 and continue adding one grade level per year through Grade 12.

**Part 2: Students To Be Served With Grant Funds.** Enter the number of students in each grade, by type of school, projected to be served under the grant program.

**School Type:** ☐ Public ☒ Open-Enrollment Charter ☐ Private Nonprofit ☐ Private For Profit ☐ Public Institution

#### Students

PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
										213				213

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### Schedule #13—Needs Assessment

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Part 1: Process Description.** A needs assessment is a systematic process for identifying and prioritizing needs, with “need” defined as the difference between current achievement and desired outcome or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. If this application is for a district level grant that will only serve specific campuses, list the name of the campus(es) to be served and why they were selected. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

This grant will serve one YES Prep campus because of that campus' substantial and immediate needs. For example, as previously stated, Southside is both a Year 2 IR school and Year 1 Priority School. Furthermore, data shows that only 46% of all students met standard on 2016-2017 STAAR Reading; and only 45% of African American students met standard on 2016-2017 STAAR Mathematics.

Multiple thorough needs assessments and needs assessment-related processes have been and will continue to be conducted collaboratively by district- and campus-level staff, including the following:

1. Comprehensive Needs Assessment (CNA) that will be used to develop a Campus Improvement Plan (CIP)
2. Targeted Improvement Plan (TIP) that will be reviewed and updated four times during the school year
3. Campus Turnaround Plan that will be available to the public for input and feedback and reviewed and approved by YES Prep's Board of Directors
4. Internally-created Scorecard that will assess Southside throughout the school year and create accountability for the school's academic performance
5. Staff, student, and parent surveys that measures each group's approval

All of these processes are conducted and revised annually. Most notably, they all include a robust instructional technology component and provided detailed insight into our technology needs.

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### Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Part 2: Alignment with Grant Goals and Objectives.** List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Expand Southside students' access to computers and the internet outside of school	The proposed grant program would provide all 9 <sup>th</sup> grade students with laptops that can be taken off campus and used to access the internet off campus (internet access will be funded using other grant sources).
2.	Increase student STAAR reading level	By implementing a 9 <sup>th</sup> -12 <sup>th</sup> grade 1-to-1 laptop program in 2018-2019, starting with the 9 <sup>th</sup> grade cohort, YES Prep will introduce these students to a practice that has had positive, empirical impact on student engagement and achievement, particularly state and local assessments, at both national and YES Prep levels.
3.	Increase the STAAR reading level of African American students	Southside teachers were not skilled in collecting student data in the moment and were unaware of how subpopulations were performing. Leveraging 1-to-1 devices and an LMS will allow teachers to give students real-time feedback and understand all students' skill gaps.
4.	Improve student attendance and reduce disciplinary incidents	Research shows that 1-to-1 laptop programs improve student attendance and reduce disciplinary incidents, which are both areas of need at Southside. The majority of YES Prep schools have attendance rates in the 98 <sup>th</sup> percentile. Furthermore, 23% of Southside's students incur repeat disciplinary violations.
5.	Enhance student engagement while outside of school	Students are more likely to engage in school-related activities and complete assignments while off campus if they are given access to a laptop and the internet, which will significantly improve their academic performance.

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### Schedule #14—Management Plan

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Part 1: Staff Qualifications.** List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Chief Information Officer	<ul style="list-style-type: none"> <li>Over 20 years in education technology</li> <li>Served five years as YES Prep's Chief Information Officer</li> </ul>
2.	Chief Schools Officer	<ul style="list-style-type: none"> <li>Over 10 years of experience at YES Prep</li> <li>Served as a School Director, Head of Schools, and Chief Schools Officer at YES Prep</li> </ul>
3.	Director II, Portfolio & Learning Technology	<ul style="list-style-type: none"> <li>Over 15 years of experience in education and a doctorate in Education Leadership</li> <li>Oversaw the successful implementation of a 1-to-1 laptop program at Eisenhower</li> </ul>
4.	Southside School Director	<ul style="list-style-type: none"> <li>Over five years of experience as a School Director at YES Prep</li> <li>Served as the School Director of YES Prep West, one of our highest performing schools</li> </ul>
5.	Director of Instructional Technology	<ul style="list-style-type: none"> <li>Will hire a Director of Instructional Technology during Summer 2018</li> <li>Will possess extensive knowledge of change management and oversee teacher and instructional leader professional development (PD) efforts</li> <li>Will manage all technology programs like the 1-to-1 laptop program</li> </ul>

**Part 2: Milestones and Timeline.** Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	Southside 1-to-1 laptop program planning	1. Meet with stakeholders to assess the following: <ul style="list-style-type: none"> <li>Staff and teacher PD needs</li> <li>Student technology skill gaps</li> <li>Additional instructional technology applications based on student achievement gaps</li> </ul>	02/15/2018	03/15/2018
		2. Establish program success metrics	02/15/2018	05/31/2018
		3. Develop Southside teacher and staff PD Action Plan	02/15/2018	05/31/2018
		4. Develop and deploy a communications plan to inform parents and to instruct them on how to use the learning management software to increase their engagement	02/15/2018	09/15/2018
		5. Post position and hire Director of Instructional Technology	05/01/2018	07/09/2018
2.	Device order and setup	1. Order and receive student laptops at central office	05/01/2018	05/22/2018
		2. Inventory devices	05/23/2018	05/25/2018
		3. Setup laptops with student accounts and web filtering software management	05/28/2018	05/31/2018
		4. Package devices in laptop cases and package for delivery to Southside	06/01/2018	06/08/2018
3.	Deployment	1. Deliver devices to Southside and deploy to students	08/06/2018	08/20/2018
4.	Participation, Evaluation, & Improvement (1 <sup>st</sup> Semester)	1. Teachers and students begin leveraging technology	08/20/2018	12/21/2018
		2. Monitor staff and student engagement and achievement against predetermined metrics	08/20/2018	12/21/2018
5.	Participation, Evaluation, & Improvement (2 <sup>nd</sup> Semester)	1. Teachers and students continue leveraging technology	01/07/2019	06/01/2019
		2. Monitor staff and student engagement and achievement against predetermined metrics	01/07/2019	06/01/2019
		3. Collect devices from students to make ready for next school year	06/02/2019	06/02/2019

**Unless pre-award costs are specifically approved by TEA, grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.**

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**Schedule #14—Management Plan (cont.)**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Part 3: Feedback and Continuous Improvement.** Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

YES Prep leverages the Exostructure Technology Strategy. In this strategy, our district can subscribe to and connect key best of breed solutions (e.g., LMS, behavior, assessment, response to intervention (RtI) programs, student information system (SIS), etc.), which allows a freer flow of information in real-time (in most cases, less than a day). Data is then compiled and displayed for teachers, instructional leaders, and other staff. With the implementation of a district-wide LMS, parents will also gain real-time insight into their student's progress in each course.

**Part 4: Sustainability and Commitment.** Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

YES Prep is committed to infusing technology into the learning environment. In the past 18 months, we have allocated over \$100,000 to purchase laptops, an LMS, and other software since the opening of our first 1-to-1 laptop high school (i.e., Eisenhower). Also, we have reduced the student-to-device ratio across the district. At the beginning of the Spring 2017 semester, there were 18 students per computer. At the start of the Fall 2017 semester, through significant technology investment, YES Prep reduced this number to eight students per device. This number does not include the 1-to-1 laptop program at Eisenhower.

YES Prep is pleased to state that we have developed and launched a CTE program. In its first year, 2017-2018, the CTE program will generate over \$500,000, which the district will use to further support technology infused learning. YES Prep plans to expand our CTE program in 2018-2019 and estimate we will generate over \$1,000,000. In addition, we have partnered with Advanced Learning Partnership to further discover best practices in technology-infused learning and are planning to expand our Instructional Technology team to include a Director of Instructional Technology, two Instructional Technology Infusion Designers (Humanities/Electives and STEAMM), and 10 Instructional Technology Coaches.

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### Schedule #15—Project Evaluation

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Part 1: Evaluation Design.** List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Student engagement	1.	Student attendance rate and change over previous years for returning students
		2.	Student responses on student survey aligned to engagement questions
		3.	Campus cultural walkthrough data on student engagement
2.	Student achievement	1.	Student absolute performance on STAAR including percent of students at Meets and Masters
		2.	Student performance on STAAR growth metrics
		3.	Student grades in core classes with special focus on mathematics and English
3.	Parent engagement	1.	Parent use of LMS to follow student progress
		2.	Parent survey results aligned to engagement in YES Prep, the Southside campus, and whether campus is meeting student needs
4.	Teacher satisfaction and engagement	1.	Teacher responses on trimester staff survey, both quantitative and qualitative
		2.	Teacher performance on teacher evaluation system
		3.	Teacher retention following 1-to-1 pilot

**Part 2: Data Collection and Problem Correction.** Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

YES Prep intends to evaluate the effectiveness of the 1-to-1 laptop program through both qualitative and quantitative research methods. We currently gather and analyze data for student attendance and engagement in the YES Prep program through parent, teacher, and student surveys, as well as through academic achievement measures, including but not limited to progress towards STAAR, NWEA MAP, and robust internal formative and summative assessments. Given the baseline of data prior to the 1-to-1 treatment, YES Prep will be able to evaluate the gains achieved for the students at Southside versus both previous data for that campus and through comparisons to other YES Prep campuses. This will allow YES Prep to control for any other factors that may change for students systemwide, such as changes to internal assessments or other policies and procedures outside of the 1-to-1 pilot that impact engagement.

YES Prep seeks to be data driven both throughout the year and at the end of each school year. As such, YES will identify the cohort of students impacted by the 1-to-1 laptop program, follow those students by tracking the data listed in Part 1, and intervene when student engagement and achievement goals are not being met. This response to current data is a core component of the YES Prep model and extends upon data analysis and intervention that currently exists.

In addition to YES Prep leveraging its current systems for data collection and analysis, YES will create a Southside 1-to-1 Pilot Committee comprised of the Director of Instructional Technology, the campus Instructional Technology Coach, the campus instructional leaders, School Director, parent representative, and student representative to analyze the data monthly and respond to trends observed in the data. This committee will be able to analyze both overall trends given the evaluation methods and process as well as dissect the data into the subpopulations identified through the needs assessment.

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**Schedule #16—Responses to Statutory Requirements**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**Statutory Requirement 1:** Applicant must describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

At present, students at Southside have access to four mobile laptop carts that can only be used on campus. Each laptop cart has 30 laptops and, combined, 120 laptops to be split among students. Each student has access to a YES Prep-assigned Microsoft O365 account. Additional projected resources and funding includes approximately \$65,000 per year to purchase a district-wide student LMS.

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**Schedule #17—Responses to TEA Program Requirements**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**TEA Program Requirement 1:** Describe how the technology lending program aligns with the existing mission and goals for the LEA. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Since YES Prep received our charter in 1998, we have been committed to working in underserved Houston communities to ensure that ALL students, regardless of circumstances, are prepared to succeed at the post-secondary level. As we work toward our mission – to increase the number of students from underserved communities who graduate from college prepared to lead – we strategically maneuver to respond to the current needs of our students, families, and staff.

In 2016-2017, YES Prep named new Strategic Priorities, one of which was to implement clear, manageable, high-leverage academic systems. As part of this priority and in response to the changing educational landscape, YES Prep for the first time identified instructional technology as a Strategic Initiative. Beginning this year, 2017-2018, we have continued to take steps toward college-readiness for our students by creating a college-ready/graduate profile and beginning implementation of a three-year unified plan for curricular improvements that include a) instructional technology plan, b) restructuring college seminar, and c) culturally relevant curricular content.

Ultimately, we believe this grant will make it possible for YES Prep to fulfill our Strategic Priority of implementing clear, manageable, and high-leverage academic systems and, more importantly, to ensure every student who comes through our doors is prepared to succeed in college and beyond.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**TEA Program Requirement 2:** Describe a plan for providing internet access to student residences, residential centers, and/or on the buses that transport students (for whom a single ride lasts, on average, at least an hour) with the highest need for off-campus internet access. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In our communities, internet access at home is not a given. We recognize the increasing challenge lack of access is placing on our students and are working to provide opportunities that mitigate these challenges. In this work, YES Prep has partnered with EveryoneOn.org, a nonprofit that connects families to high-speed, low-cost internet access. We actively promote this opportunity within our schools and communities. Additionally, we were awarded a grant opportunity – the 1Million Project by Sprint – which provides the district with 900 hotspots per year to be distributed to eligible students who lack home connectivity. YES Prep has issued these devices to students who are a part of the 1-to-1 laptop program at Eisenhower, and we will replicate this at Southside with the implementation of the 1-to-1 laptop program proposed in this grant. This will ensure that students are able to continue to connect their laptops to the internet when they are at home or away from a YES Prep campus.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**TEA Program Requirement 3:** Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The instructional technology efforts at YES Prep are aimed at supporting the curriculum and strategy of our Academic team. With the introduction of the proposed 1-to-1 laptop program at Southside, the Instructional Technology team will be able to provide design options and professional development opportunities to ensure curriculum is delivered in a method that is relevant and creates the most opportunities for experiential 21<sup>st</sup> century learning practices for all students.

**TEA Program Requirement 4:** Describe how the applicant is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

YES Prep currently offers blended mathematics courses to 6<sup>th</sup>-8<sup>th</sup> grade students at Southside. Through these courses, students participate in lecture and group work and complete self-paced coursework through the use of web applications. We also leverage reading and language applications to improve student achievement. Furthermore, YES Prep plans to implement a district-wide LMS.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**TEA Program Requirement 5:** Describe how the infrastructure and technical support is adequate to support students' anticipated use of devices through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

YES Prep will dedicate three members of the Technical Support team to support student computer troubleshooting and repairs. Our district also created a technology profile for every student that allows them to access many applications that our staff access, such as Microsoft O365, student LMS, and the Help Desk ticketing system.

Additionally, YES Prep recognizes the importance of providing technology training opportunities for both staff and students. We offer 6<sup>th</sup> and 7<sup>th</sup> grade technology courses that allow students to develop workplace computer skills, such as keyboarding, office applications, and business communication. Staff members can receive coaching and training through the following vehicles:

- Deans of Instruction
- Manager of Computer Applications Training
- Campus-based Technology Ambassadors
- Best practices captured from the 1-to-1 pilot laptop program at Eisenhower
- Other training materials offered through the YES Prep staff LMS

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 101-845

Amendment # (for amendments only):

**TEA Program Requirement 6:** Describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

After the student laptops and bags are purchased, YES Prep's Information Services (IS) team will use the same strategy they use to deploy the 1-to-1 laptops at Eisenhower. The process is as follows:

1. Preassign devices to students and track in YES Prep asset management solution;
2. Information Services team issues devices to students;
3. At the completion of the academic year, the Information Services team works with Southside staff to host a device collection day;
4. The Information Services team collects the devices and note device returns in the asset tracker; and
5. The Information Services team makes necessary software updates and coordinates repairs and replacements, if needed.

During the semester, the Information Services team will commit up to three Services Agents to ensure that student devices remain in good working order. Services agents will make software updates and repairs on-site and report hardware issues to Dell for next day repair or replacement. The Information Services team will issue loaner laptops to students when service agents are unable to quickly to resolves issues.

**TEA Program Requirement 7:** Describe how technology lending equipment will be accounted for per local policy, including providing insurance, if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

YES Prep's Information Services team will manage the distribution and collection of the devices. The team will leverage its asset management device to assign computers by serial number to students by student ID numbers. The district will assume the cost of insurance for all these devices in the district's current insurance policy. YES Prep is committed to replacing lost or stolen student devices.

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